

MINUTES OF THE DOWNTOWN CITIZENS ADVISORY PANEL

July 13, 2015

4:00 P.M.

3rd Floor – H. Lee Dennison Building

Representatives Attending:

<u>DISTRICT</u>	<u>LEGISLATOR</u>	<u>REPRESENTATIVE</u>
1	Albert Krupski	Raymond Pickersgill
3	Kate M. Browning	John W. Liberti
4	Tom Muratore	Robert Martinez
5	Kara Hahn	Barbara Russell
6	Sarah S. Anker	Kathleen Weber
7	Rob Calarco	Dennis Smith
8	William J. Lindsay III	Kay Cameron
9	Monica R. Martinez	Florence Joyner
10	Tom Cilmi	Robert Moses Kuri
11	Thomas F. Barraga	Donna Periconi
12	John M. Kennedy Jr.	Gina Coletti- via telephone call
13	Robert Trotta	William J. Garthe
14	Kevin J. McCaffrey	JoAnn Boettcher
15	DuWayne Gregory	John Diliberto
16	Steven H. Stern	Walter Rabe
17	Lou D'Amaro	Jennifer A. Casey
18	William Spencer	Keith Barrett
County Executive Rep/Chair		Regina Zara

Representatives Absent:

2	Jay Schneiderman	Susan Von Freddi
Planning		Peter Lambert

Also Attending - Heidi Kowalchyk, Contracts Management Analyst, Staff to Panel

Adopted: _____

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- I. **Welcome-** The meeting was called to order by Regina Zara at 4:06 p.m. Zara welcomed everyone and panel members introduced themselves.
- II. **Consideration of the Minutes from 5-18-2015 Meeting-** JoAnn Boettcher motioned to approve the minutes, seconded by Walter Rabe. All members present approved the motion; all who were absent at the last meeting abstained.
- III. **Correspondence:** Zara reported that a support letter was received via mail and several Round 13 submissions included support letters. She reminded the Panel that support letters are not requested or required as a part of the application process and therefore should have no impact on the scoring of applications. Zara passed around a thank you note addressed to the Panel from past chair Carolyn Fahey who retired in April. Zara mentioned that the Panel should have received an email after last meeting with a link from Peter Lambert about downtowns. Some members indicated they did not receive the link; staff will resend information.
- IV. **Old Business**
 - **Discussion of Potential Downtown Tours:** A list of previous tour locations was distributed. Bob Martinez noted that Brentwood was toured previously. Brentwood will be added to the list. Zara suggested Wyandanch as next downtown tour noting that it was previously scheduled but had to be cancelled. Panel members agreed; staff will look to plan the tour for October.
 - **Discussion of Potential Speaker Topics:** Panel members were asked to suggest speakers and topics for upcoming meetings. Potential speakers and topics included the Heartland Town Square project and the Long Island Housing Index.
- V. **New Business:**
 - **Review Open Projects Report:** Heidi Kowalchuk distributed and reviewed the Downtown Revitalization Open Projects Report.
 - **Review Round 13 Applications:** Panel members from their respective legislative districts who were present provided a brief overview of the applications received from their districts. Kowalchuk reported on incomplete applications, noting missing information and the follow up staff will do to complete the applications.
 - **Review Tasks for Round 13 meetings:** Zara reviewed the tasks for the next two meetings and encouraged panel members to visit sites for each application area.
 - **July 27, 2015** – Panel will receive and review supplemental data provided by staff relating to incomplete applications; grading sheets will be distributed
 - **August 10, 2015** – Panel will conduct final review of applications and make award recommendations

VI. Give and Take

- No discussion.

VII. Public Portion

- No discussion.

2015 Meeting Schedule:

July 27, 2015

October 26, 2015

September 28, 2015

August 10, 2015

December 14, 2015

VI. Meeting adjourned: 6:00pm